Integrated Expense Reporting Automation

Organizations often struggle to control employee-related expenses because of inadequate systems or technologies in place to manage such processes. Thus, most business travelers are overwhelmed with reporting expenses and more importantly having timely reimbursements.

Built on Kofax TotalAgilty™ the market leading intelligent process automation platform, Optima Global transcendEX is a browser-based solution and mobile expense reporting application that allows employees to capture, extract, submit, assign GL distribution codes, verify, approve and post to the ERP. Analytical tracking of all transactions assure optimal spending decisions while maintaining compliance and accountability.

Easily Capture Receipts Data

Employees can submit expense receipts via a mobile phone or browser, which then creates an expense report, automatically extracts all billing information and assigns expense type categories.

Auto-Assign GL Codes and Verify Expenses

Automatically assigns GL codes by expense type. Verifier can further assign proper GL codes and distribution if needed, and rejected expenses are routed to submitter for corrections.

Automate Approvals

All verified expenses are sent to the designated approvers. Approvals can be processed via desktop or mobile devices.

Visualize and Track Payment Status

Monitor progress of expense report approvals, including who is currently waiting to approve.

Leverage Analytics and Reporting

Search historical transactions and explore trends in employee spend across any timeframe.

Support Any ERP System

Seamlessly post all expenses to any ERP system.

INDUSTRY ACKNOWLEDGMENT

☆ 2020 Kofax Partner Solution of the Year Award

☆ 2018/2015 NJBIZ - 50 Fastest Growing Companies in New Jersey

☆ 2016 Kofax Inspire Award - Financial Process Automation Solution of the Year

☆ 2016 Kofax Ignite Award - Partner Solution of the Year

☆ 2015/2011 Inc. 5000 - Fastest Growing Private Company in America

☆ 2011 SI 100 - Top 20 IT Services Company
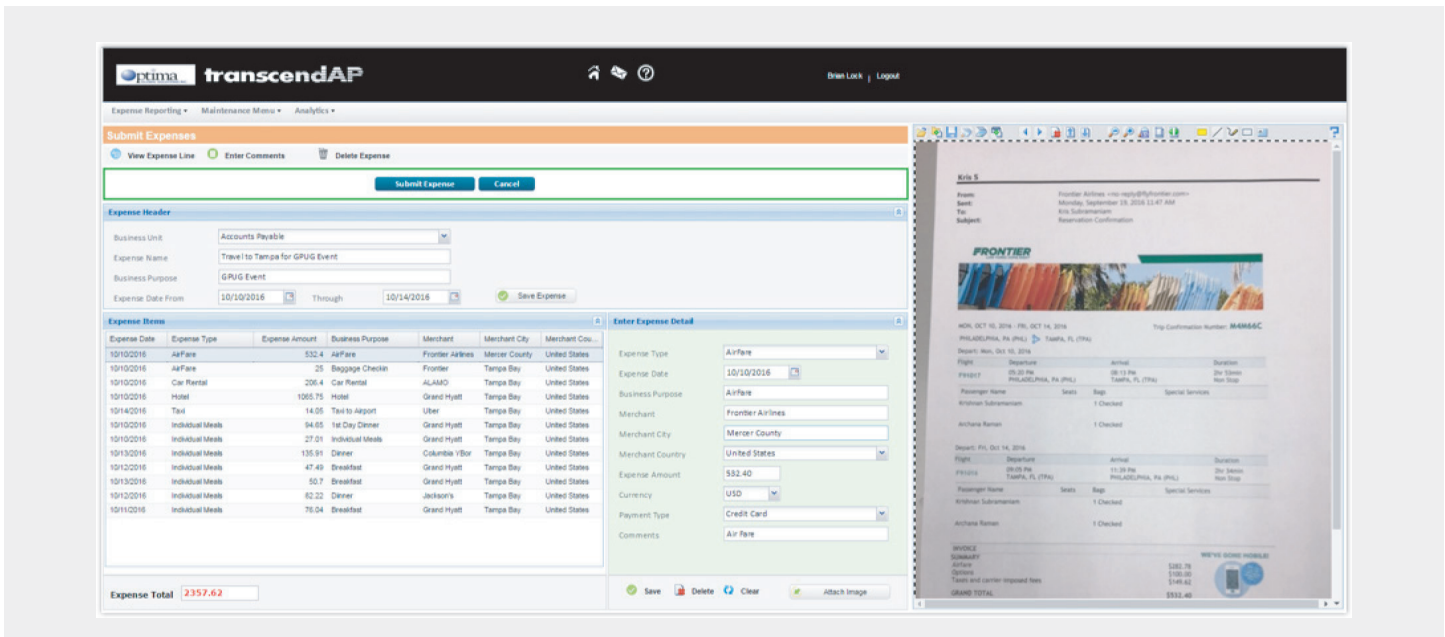
PRODUCT FEATURES

- Captures and extracts receipts data using industry leading intelligent recognition

- Automatically assigns expense types

- For each expense type, a GL code is assigned which can then be further edited by the verifier

- Assigns unlimited GL distribution codes for each expense type

- Tracks GL distribution amount and ensures that the sum is equal to the expense total prior to approval

- Allows administrators to configure approvers based on workstream and dollar threshold

- Allows approvers to approve via a browser or a mobile device

- Automatically posts data from approved expenses to the ERP system for payment processing

- Visualizes the progress of approvals and who is currently waiting to approve

- Analyzes historical transactions and explores trends in employee spend across any timeframe

PRODUCT BENEFITS

- Improve employee compliance with spending policies

- Reduce expense processing costs

- Eliminate manual processes

- Reduce approver time spent on approvals

- Improve control and visibility of expenses

- Extend the functionality of existing ERP systems

- Enhance insights through comprehensive analytics

- Leverage the Kofax TotalAgility platform to automate any business-critical process

Optima Global Solutions, Inc.
133 Franklin Corner Road
Lawrenceville, NJ 08648
f in y @optimags #transcendEX

+1 609-586-8811
+1 609-935-0529 (fax)
info@optimags.com
www.optimags.com